

**POLICY COMMITTEE MEETING**

March 4, 2015

4:00 p.m.

County Government Center, Building A

**1.) Roll Call**

**Present**

Ms. Robin Bledsoe

Mr. Tim O'Connor

Mr. Rich Krapf

Mr. John Wright

**Staff Present**

Mr. Paul Holt

Ms. Tammy Rosario

Mr. José Ribeiro

Ms. Leanne Pollock

**Others Present**

Ms. Sue Mellen, FMS

Mr. Marcellus Snipes, W-JCC Schools

Mr. Tim O'Connor called the meeting to order at 4:00 p.m.

**2.) Minutes**

a. February 12, 2015

Ms. Robin Bledsoe moved to approve the February 12, 2015 minutes.

In a unanimous voice vote, the minutes were approved as submitted (4-0).

**3.) Old Business**

a. FY 2016 Capital Improvements Program (CIP) Review

Ms. Leanne Pollock provided an overview of the status of the review process and noted that scores for the four projects reviewed at the previous meeting had been received and tabulated.

Ms. Pollock stated that one application for a 4th Middle School, Phase I was received from the Williamsburg-James City County Schools.

Mr. Marcellus Snipes provided an update on the use of funds previously allocated for design and the current request for \$25 million for a 625 student facility on the James Blair site.

Ms. Mellen noted that this figure was the total cost and that the actual County share was still being negotiated with the City of Williamsburg.

Ms. Bledsoe inquired if the proposed facilities would be ample enough to cover projected enrollment since there had been discussion about needing to accommodate a projected 900 students.

Mr. Snipes responded that the Superintendent was looking at how many students could be accommodated with the funds earmarked for classroom expansion. Mr. Snipes further stated that in 2018 and 2019 the Hornsby and Toano middle schools will be over capacity. Mr. Snipes noted that Berkeley Middle School is already over capacity.

Mr. Krapf inquired whether there is a contingency plan should the project not be funded.

Mr. Snipes responded that currently there are mobile classroom units at Berkeley Middle School and that three additional mobile classroom units could be added at that location along with three units at Hornsby and Toano middle schools. Mr. Snipes noted that each unit accommodates 25 students; however this does not address the impact on core spaces such as the cafeterias and media centers.

Mr. Wright inquired about the percentage enrollment increase projected for James City County.

Mr. Snipes stated that an additional 200 students are anticipated for the next school year.

Ms. Sue Mellen noted that the percentage is slightly less than 2% per year.

Ms. Bledsoe inquired if the 625 students includes the overflow from Berkeley, Toano and Hornsby middle schools as well as new enrollment.

Mr. Snipes responded that it includes the overflow at Berkeley as well as projected new enrollment.

Ms. Bledsoe stated that her questions were to ensure that the facility that is proposed will be large enough to accommodate future needs.

Mr. Wright inquired if the construction funds come from bonds and the operating funds from the general fund.

Ms. Mellen confirmed.

Mr. Wright inquired about the repayment on the bonds and the interest rate.

Ms. Mellen stated that the repayment period is generally 20 years. Ms. Mellen further stated that the rate was less than three percent when the County last refinanced. Ms. Mellen noted that the bonds would not be issued until closer to when the contract for construction is awarded so interest rates could change in that time period.

Mr. Wright inquired whether issuing bonds for the middle school would affect the County's AAA rating.

Ms. Mellen stated that the debt falls within the County's financial plan and should have no effect on the AAA rating. Ms. Mellen did note that it would limit other borrowing.

Mr. O'Connor inquired where the administrative offices would go if it were necessary to proceed with Phase 2.

Mr. Snipes stated that the future location of the administrative offices has not been determined. He stated that additional middle school capacity would likely not be needed until 2023/2024 based on the current long-range projections.

Mr. O'Connor noted that the proposal would have a significant impact on the operating budget.

Mr. Wright inquired about the bid timeline.

Mr. Snipes stated that the RFP for construction would go out in March 2016 so that they would be ready to move forward in April 2017.

Mr. Wright inquired about how the selection would be made.

Mr. Snipes responded that the contract would be awarded to the company that best met the criteria, including experience and cost.

Mr. Krapf inquired about the rationale for incurring costs for new designs when the County already owned the rights to other school designs which could potentially be updated and modified for this project.

Mr. Snipes stated that the plan is to have a facility that will be viable for learning over the next 50 years. Mr. Snipes further stated that the design needs trend toward having flexible learning spaces where students can receive individual instruction when necessary, which the older school designs may not have accounted for. Mr. Snipes also noted that reuse of a design would depend on whether it would fit the site and in the case of the James Blair site, the site is much smaller than other schools.

Mr. Krapf noted that the right to the new design should be acquired for future re-use.

Mr. O'Connor inquired whether the Committee wanted to rank this project and consider the priority recommendations.

Mr. Holt noted that if the work was completed at this meeting the Committee could cancel the meeting scheduled for March 12.

The Committee concurred.

The members considered the application and provided their scores. The application received an overall score of 47. The Committee noted that the proposal was not in harmony with the recommendations of the Comprehensive Plan for middle school sites and is not a long-term solution to capacity needs.

Ms. Pollock provided the Committee with the results of the scores. Based on the average scores of Policy Committee members, the priorities were:

1. TMDL Action Plan Implementation
2. Local Match for VDOT's Revenue Sharing Program
3. Chickahominy Riverfront Park Shoreline Stabilization
4. 4th Middle School, Phase 1
5. Warhill Community Gym

Ms. Pollock noted that at the previous meeting it was stated that the recommendation should include that funds allocated for transportation should remain earmarked for transportation and not be reallocated to other projects.

Ms. Mellen noted that the revenue sharing funds may not appear in the CIP since they would not create a new physical asset owned by the County, but may appear in a separate matching funds account which would make it easier to administer and keep funds allocated for transportation projects specifically.

Mr. Wright moved to cancel the March 12, 2015 meeting and approve the CIP priority recommendations.

In a unanimous voice vote, the March 12, 2015 meeting was cancelled and the CIP priorities were approved (4-0).

Mr. Holt inquired if the Committee had any comments or recommendations on the CIP process.

Mr. Krapf stated that the timeline worked well. Mr. Krapf stated that the weighted scoring process was much more equitable.

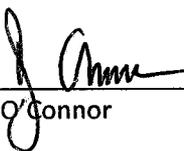
The Committee agreed that the process worked well and no changes were recommended.

Ms. Rosario noted that if the Planning Commission completes its work on the Comprehensive Plan in May, there is an opportunity to be on the Board of Supervisors May 28 work session agenda which is when the Comprehensive Plan Review could be turned over to the Board for consideration in June.

#### 4.) **Adjournment**

Mr. Wright moved to adjourn.

The meeting was adjourned at approximately 4:53 p.m.

  
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Tim O'Connor